



United States
Department of
Agriculture

Office of the
Chief Financial
Officer

Associate Chief
Financial Officer –
Financial Operations

Washington D.C.
20250



Configuration
Decision: OCFO 14-09

Date:

To: USDA Agencies

Subject: Financial Management Modernization Initiative (FMMI) – Work Breakdown Structure
Element

PURPOSE

The purpose of this configuration decision is to provide USDA's policy on the Work Breakdown Structure (WBS) element in FMMI.

DECISION

The Work Breakdown Structure element is used to plan, collect, and settle the costs of a project. The FMMI system enables the monitoring of a WBS element's transactional activity throughout its entire life-cycle. There is a one-to-one relationship between the WBS element and funded program that is linked to a sales order. Reimbursable sales orders within FMMI will utilize a derivation rule to derive the fund, funds center, and functional area from the WBS element and budget period. A WBS element can be used to collect costs across organizational entities within a project.

A WBS element has a maximum 24 character alphanumeric code, the structure is as follows:

- Position 1-2 = Agency Identifier
- Position 3 = "."
- Position 4-5 = The OCFO Recommends Project Type
- Position 6 = "."
- Position 7-10 = The OCFO Recommends Project Name
- Position 11 = "."
- Position 12-13 = Agency Defined Field
- Position 14 = "."
- Position 15-18 = Agency Defined Field
- Position 19 = "."
- Position 20-24 = Agency Defined Field

INQUIRIES

Questions concerning this configuration decision should be directed to the Systems Analysis and Requirements Division at (202) 205-4830.

EFFECTIVE DATE

C
O
N
F
I
G
U
R
A
T
I
O
N

D
E
C
I
S
I
O
N

This configuration decision is effective October 1, 2009.

/s/

JOHN G. BREWER

Associate Chief Financial Officer for Financial Operations